



ETHICS COMMISSION

c/o Office of Law
160 Duke of Gloucester Street
Annapolis, Maryland 21401
410-263-7954

2004 FINANCIAL DISCLOSURE STATEMENT FOR THE CITY OF ANNAPOLIS, MARYLAND

Introduction

The attached statement of financial interests seeks disclosure of potential conflicts between your duties as a municipal representative and your personal or business interests. Under the provisions of Section 2.08.050 of the Annapolis City Code (1996 Edition and Supplement), you must complete and file the statement in accordance with the following instructions.

Who Must File

Statements are supplied to all persons who are required by law to make disclosure. If you have received a statement, you must complete and file it in the manner specified below.

What Is Filed

You must complete and file the attached questionnaire regarding your financial interests, together with any supporting schedules required under the terms of the questionnaire. In completing the questionnaire, you are not required to provide dollar values for the interests covered by the questions.

When to File

Fully completed statements and the necessary schedules must be filed with the Ethics Commission on or before the 31st day of January of each year.

Where to File

The statement must be mailed or delivered to the City Ethics Commission, c/o Office of Law, 160 Duke of Gloucester Street, Annapolis, MD 21401, by the applicable filing deadline.

Definitions

As used in these instructions and the attached forms, the underlined terms have the meanings stated:

1. **Interest** means any legal or equitable interest, whether or not subject to an encumbrance or condition, which was owned or held, in whole or in part, jointly or severally, directly or indirectly, **at any time during the calendar year** for which a required statement is to be filed.

As so defined, interest includes an interest in any stock or similar security, pre-organization certificate of subscription, investment contract, or voting trust certificate; a limited or general partnership, joint venture, or business trust; a certificate of interest or participation in an oil, gas or other mineral royalty or lease, or any other profit-sharing agreement, a certificate or instrument of deposit for any of the foregoing; a certificate or instrument (including convertible instruments) of interest or participation in a guarantee of, or warrant or right to subscribe to or purchase, any of the foregoing; a put, call, straddle, or other option or privilege of subscribing to or purchasing any of the foregoing; or any other equity interest, however evidenced, which entitles the owner or holder thereof, directly or indirectly, along or in concert with others, to receive or direct any part of the profits from, or to exercise any part of the control over, a business entity, as well as any interest which, conditionally or unconditionally, with or without consideration is convertible thereto. Interest also includes an interest in a note, bond, debenture, or other evidence of interest as a creditor.

Interest does not include an interest held solely in the capacity of personal representative, agent, custodian, fiduciary or trustee, nor does it include an interest in a time or demand deposit in a financial institution, nor an interest in an insurance or endowment policy or annuity contract under which an insurance company promises to pay a fixed number of dollars either in a lump sum or periodically for life or some other specified period.

2. **Business entity** includes a corporation, general or limited partnership, sole proprietorship, joint venture, unincorporated association, real estate investment trust or other business trust.

3. **Person** includes any natural person, corporation, partnership, trust, unincorporated association, or other organization, entity, or enterprise.

4. **Business with the municipality** means any one or any combination of sales, purchases, leases or contracts to, from, or with the municipality or any agency thereof, involving consideration of One Thousand Dollars or more on a cumulative basis during the calendar year for which a statement is required to be filed.

5. **Child** includes a child, adopted child, stepchild, foster child or grandchild, of whatever age.

6. **Gift** means the transfer of anything of economic value (regardless of form) without adequate and lawful consideration, whether or not it relates to the performance of official duties. However, gift does not include the solicitation, acceptance or receipt of any campaign contributions regulated in accordance with any law pertaining to the conduct of elections or the receipt of political campaign contributions.

Other Reportable Interests

In addition to interests held directly, you must also disclose the following indirect interests:

1. Any interest held by your spouse or child, if such interest was, at any time during the year for which the statement is filed, directly or indirectly controlled by you.
2. Any interest held by a business entity in which you had an interest at any time during the year for which the statement is filed.
3. Any interest held by a trust (other than a common trust fund) under which you held a reversionary interest at any time during the year for which the statement is filed, or under which you were at any time during that year a beneficiary or a trustor (but only if a revocable trust).

Additional Information

All forms **must** be completed. **All incomplete forms will be returned.** If a form does not apply to you, mark it "N/A", sign and date it.

If you need additional information or clarification regarding the completion of the statement, please contact the Office of Law (410-263-7954).

ETHICS COMMISSION

**c/o Office of Law
160 Duke of Gloucester
Annapolis, Maryland 21401**

2004 STATEMENT OF FINANCIAL INTERESTS

Name: _____

Office/Position: _____

Reporting Period: January 1, 2004 through December 31, 2004

This Statement of Financial Interests, together with any required supporting schedules, describes all financial interests and related transactions and other matters required to be disclosed by me under Section 2.08.050 of the Code of the City of Annapolis.

1. I did at some time during the period covered by this statement hold interest(s) in or with respect to any real property in the State of Maryland or elsewhere (including leasehold(s) and interest(s) in any oil, gas or other mineral royalty or lease.)

Yes ___ No ___

Any such interests are described on the attached Schedule 1.

2. I did at some time during the period covered by this statement hold interest(s) in a business entity, whether or not the business entity did business with the municipality.

Yes ___ No ___

Any such interests are described on the attached Schedule 2

3. I did at some time during the period covered by this statement hold interest(s) in a business entity, other than a corporation, which does business with the municipality.

Yes ___ No ___

Any such interests are described on the attached Schedule 3.

4. I did at some time during the period covered by this statement hold an office, directorship or salaried position in a corporation or other business entity doing business with the municipality.

Yes ___ No ___

Any such office(s), directorship(s) or salaried position(s) are described on the attached Schedule 4.

5. I or another person at my direction did at some time during the period covered by this statement receive a gift of property or a gift of money, including the forgiveness of any liability, directly or indirectly, from, or on behalf of, any person who does business with the municipality or is regulated by the municipality, exclusive of campaign contributions otherwise reported and exclusive of gifts received from my spouse, or from a relative or the spouse of such relative, but including only the following relatives: parent, grandparent, great grandparent, child, grandchild, great grandchild, brother, sister, uncle, aunt, nephew or niece.

Yes ___ No ___

Any such gifts are described on the attached Schedule 6.

6. I did at some time during the period covered by this statement have debt(s) (excluding retail credit accounts) owed to a person doing business with the municipality, or I did at some time during the period covered by this statement become involved in transaction(s) giving rise to debt(s) (excluding retail credit accounts) owed by my spouse or child to a person doing business with the municipality.

Yes ___ No ___

Any such debts are described on the attached Schedule 6.

7. My spouse or dependent children were at some time during the period covered by this statement employed by the municipality in some capacity.

Yes ___ No ___

Any person(s) so employed are described on the attached Schedule 7.

8. I wish to disclose additional interest(s) or information.

Yes ___ No ___

Any such interest(s) or information are described on the attached Schedule 8.

I HEREBY CERTIFY AND AFFIRM, under penalty of perjury, that the information contained in this statement and on the attached schedules (if any) is accurate and complete to the best of my knowledge and belief.

Date

Signature

Daytime Telephone

Mailing Address:

CITY OF ANNAPOLIS
STATEMENT OF FINANCIAL INTERESTS
SCHEDULE 1

INTERESTS IN REAL PROPERTY LOCATED IN MARYLAND OR ELSEWHERE

(Use one sheet for each property reported. Photocopies of this form are acceptable.)

Name: _____ Period: January 1, 2004 to December 31, 2004.

Location of Property (by street address, mailing address, or legal description): _____

(b) Nature of Property (zoning, current use, etc.): _____

2(a) Date Property Acquired: _____

(b) From Whom Acquired (Name and Address): _____

(c) Manner in Which Acquired (Purchased, Rented, etc.): _____

3(a) Nature of Interest Held (owner in fee; lessee, etc.): _____

(b) Extent of Interest Held (i.e., 1/3, 50%, etc.) (do not include dollar value): _____

(c) If your interest is attributed to you, rather than held directly by you (i.e., you hold indirectly, such as through a trust), explain the basis of the attribution: _____

(d) List here any conditions and the name of the holder of any encumbrances on the property (Mortgages, Leases, etc., not including dollar value): _____

4(a) Describe any interest in the property which was transferred during the period of this statement: _____

(b) Identity of the person (Name and Address) to whom such interest was transferred (if applicable): _____

5 Identity of all other persons with an interest in this property (Name and Address): _____

Date

Signature

CITY OF ANNAPOLIS, MARYLAND
STATEMENT OF FINANCIAL INTERESTS

SCHEDULE 2

INTEREST IN BUSINESS ENTITY*

NAME: _____ PERIOD: January 1, 2004 TO December 31, 2004

NAME AND PRINCIPAL ADDRESS OF BUSINESS ENTITY	NATURE OF INTEREST HELD INCLUDING CONDITIONS AND NAME OF HOLDER OF ANY ENCUMBRANCES	*IF INTEREST OR PORTION OF INTEREST TRANSFERRED DURING PERIOD, DESCRIBE PARTICULARS OF TRANSFER
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*At the option of the person filing the statement, an amount of stock or like evidence of equity interest may be reported either: (1) by number of shares held and percentage of equity interest held; or (2) as to corporate stock which is publicly traded on a stock exchange, in an over-the-counter market or otherwise, by the number of shares held.

SIGNATURE: _____

DATE: _____

CITY OF ANNAPOLIS, MARYLAND
STATEMENT OF FINANCIAL INTERESTS

SCHEDULE 3

INTERESTS IN BUSINESS ENTITIES (OTHER THAN CORPORATIONS)
WHICH DO BUSINESS WITH THE MUNICIPALITY*

NAME: _____ PERIOD: January 1, 2004 TO December 31, 2004

NAME AND PRINCIPAL ADDRESS OF BUSINESS ENTITY	NATURE OF INTEREST HELD INCLUDING CONDITIONS AND NAME OF HOLDER OF ANY ENCUMBRANCES	*IF INTEREST OR PORTION OF INTEREST TRANSFERRED DURING PERIOD, DESCRIBE PARTICULARS OF TRANSFER
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*Such interests need only be reported if they involve a consideration of one thousand dollars (\$1,000) or more on a cumulative basis during the calendar year for which a required statement is to be filed.

SIGNATURE: _____

DATE: _____

CITY OF ANNAPOLIS, MARYLAND
STATEMENT OF FINANCIAL INTERESTS

SCHEDULE 4

OFFICES, DIRECTORSHIPS AND SALARIED EMPLOYMENT
HELD IN BUSINESS ENTITIES DOING BUSINESS WITH THE MUNICIPALITY

NAME: _____

PERIOD: January 1, 2004 TO December 31, 2004

NAME AND ADDRESS OF PRINCIPAL
OFFICE OF BUSINESS ENTITY

TITLE AND NATURE OF OFFICE, DIRECTORSHIP
OR SALARIED EMPLOYMENT HELD

SIGNATURE: _____

DATE: _____

CITY OF ANNAPOLIS, MARYLAND
STATEMENT OF FINANCIAL INTERESTS

SCHEDULE 5

GIFTS FROM PERSONS DOING BUSINESS
WITH OR REGULATED BY THE MUNICIPALITY*

NAME: _____

PERIOD: January 1, 2004 TO December 31, 2004

NATURE AND VALUE OF GIFT
(IF CASH, SO INDICATE;
IF PROPERTY, DESCRIBE)

IDENTITY OF PERSON FROM
WHOM GIFT WAS RECEIVED

IF GIVEN TO ANOTHER PERSON
AT YOUR DIRECTION, IDENTITY
OF THAT PERSON

*Does not include campaign contributions reported as required by State law, nor does it include gifts from a spouse or relative listed in Question 5 of the statement attached, or the spouse of any listed relative.

SIGNATURE: _____

DATE: _____

CITY OF ANNAPOLIS, MARYLAND
STATEMENT OF FINANCIAL INTERESTS

SCHEDULE 6

DEBTS OWED TO PERSONS DOING BUSINESS WITH THE MUNICIPALITY*

NAME: _____

PERIOD: January 1, 2004 TO December 31, 2004

IDENTITY OF PERSON
TO WHOM DEBT OWED

IF DEBT WAS ONE OWED BY SPOUSE OR CHILD AND AROSE OUT OF
TRANSACTION IN WHICH YOU WERE INVOLVED, IDENTIFY SPOUSE OR
CHILD AND DESCRIBE THE TRANSACTION AND YOUR INVOLVEMENT

*Does not include retail credit accounts, which do not have to be reported.

SIGNATURE: _____

DATE: _____

CITY OF ANNAPOLIS, MARYLAND
STATEMENT OF FINANCIAL INTERESTS

SCHEDULE 7

MEMBERS OF IMMEDIATE FAMILY EMPLOYED BY THE MUNICIPALITY

NAME: _____

PERIOD: January 1, 2004 TO December 31, 2004

IDENTITY OF SPOUSE OR DEPENDENT
CHILDREN EMPLOYED BY THE CITY

NATURE AND TITLE OF POSITION HELD

LENGTH OF EMPLOYMENT

SIGNATURE: _____

DATE: _____

CITY OF ANNAPOLIS, MARYLAND
STATEMENT OF FINANCIAL INTERESTS

SCHEDULE 8 (Optional)

DISCLOSURE OF OTHER INTERESTS AND INFORMATION

NAME: _____

PERIOD: January 1, 2004 TO December 31, 2004

NATURE OF INTEREST OR
TRANSACTION IN QUESTION

OTHER PERSONS INVOLVED IN INTEREST OR TRANSACTION,
OTHER IF PERTINENT INFORMATION

SIGNATURE: _____

DATE: _____